

# THE TRANSFORMER

## HQ USAF, DIRECTOR OF TRANSPORTATION BRIGADIER GENERAL MIKOLAJCIK

**BG Mikolajik's perspective on sharing quality crosstell information is included in this issue for those who missed it in the last issue.**

I am extremely pleased to see the "Transformer" being distributed to our transporters worldwide. As a former wing commander, I've witnessed first hand the successes realized when we allow our people to think about, experiment with, refine, and implement their ideas. Believe me, the idea of empowerment works, and we must use every medium and every chance offered to us to spread the wealth of ideas from base to base, command to command, Air Force-wide. Be a part of this cross-tell and contribute your ideas.

We know that our success revolves around the spirit of teamwork, and our fullcourt press into the quality era is no different. Sharing our ideas on how to run our traffic management, vehicle operations, vehicle maintenance flights, and aerial ports more efficiently is a necessity in light of today's downsizing and budget reductions. Remember what General Cromwell said, "We are out of money, now we must think." When we can't think for ourselves and do what's smart, then we have to face the fact that someone else is going to do our thinking for us and tell us how to do it!



Your roles as transporters are extremely important. Whether it be in an aerial port, a transportation squadron, or one of our many small detachments across the globe, your individual contributions count towards this team's success. On a daily basis, hundreds of you are deployed around the world supporting contingencies and humanitarian relief efforts. If you take a few minutes to think about transportation's impact on your base, you will realize that very few people, if any are not impacted by transporters. If there are any doubters, look at it this way--household goods don't pack themselves; people don't flap their arms and travel to their destinations; vehicles don't fix or drive themselves; and cargo doesn't just jump in boxes and magically

appear at the depots for repair. You may not be on CNN or in USA Today or on the nightly news, or even in the base paper, but you are a vital link in America's lifeline to freedom around the world--you are unsung heroes! It's you that moves the force. Be proud of your jobs and your contributions to this country's freedom.

As the new guy on the block, I'm being deluged every day with concepts and ideas that are new to me. But everywhere I turn, on my staff, at the MAJCOM's, and while visiting you at the units, I see a proud and dynamic group that is eager to move forward and make this a better Air Force. I am proud to be part of your team.

BRIGADIER GENERAL MIKOLAJCIK



"A GREAT WAY OF SHARING  
QUALITY CROSSTELL  
INFORMATION"

## INSIDE : Quality Initiatives

1	Aerial Port	Page 2 & 3
2	Traffic Management	Pages 3 & 4
3	Vehicle Maintenance	Page 4
4	Vehicle Operations	Page 4
5	Combat Readiness/Resources	Page 4

## THE TRANSFORMER

### PURPOSE

**THE TRANSFORMER.** The purpose of "THE TRANSFORMER" is to provide all Air Force transporters a chance to see what their counterparts are doing in the quality arena. It is a product of an Air Force Wide Transportation Process Action Team whose mission was to find a way to communicate quality crosstell information to all transporters. This service is only one part of a three part process to gather crosstell and then pass it on to all transportation organizations and units. We encourage that you make copies of each issue and pass them on to all personnel in your unit. "THE TRANSFORMER" will be distributed on a quarterly basis. If your unit personnel would like to contribute, please contact your Organization or MAJCOM POC (MAJCOM POCs are listed at the end of this document). **If you have a good idea, share it!**

## THE TRANSFORMER

### PUBLISHER

### HOW TO SUBMIT ARTICLES

**New Home.** The office responsible for the management of the crosstell program has transferred from HQ AFIA/MIL to HQ LGT with delegation to the Joint Personal Property Shipping Office-San Antonio, Texas (JPPSO-SAT). Your cross-tell inputs for this issue are greatly appreciated. Crosstell articles will continue to be posted to the AFQI Transportation Conference Bulletin Board Service. The site administrators are Major James M. Lyon, at DSN 954-7255/7254, and SMSgt Dave Carpenter, at DSN 954-7283. Both may be reached by FAX at DSN 954-7294/7296. As an invitation for all organizations, you are urged to

continue submitting input to your MAJCOMs for **THE TRANSFORMER**, a product of the Air Force Director of Transportation's Quality Crosstell Program. Any information you feel is of interest to Air Force Transporters can be published in the quarterly editions.

**New Look.** We want to please you, our reader. Several things were accomplished to improve "readability." The length of articles were shortened and more articles were added. Also, our cover page and format were changed. We would like feedback on what you, the reader, think of this issue, to include quality of the articles and the look and design of **THE TRANSFORMER**. Send an E-Mail or FAX to your MAJCOM POC with your comments. Share your ideas by forwarding an article for the next **TRANSFORMER** issue to your MAJCOM POC. Any transportation information you feel is of interest to Air Force Transporters, airlift to vehicles, and has had a positive impact, can be published in the quarterly editions. We only ask that you take a moment and share by making ideas available to others for overall improvement of transportation. We look forward to hearing from Transporters everywhere.

**How to Submit a TRANSPORTATION CROSSTELL.** The crosstell can be a quality initiative, better ways, lessons learned, PAT results, etc. A Perform Fil Software application file of the same format can be downloaded from the Air Force Quality Institute's Bulletin Board Service (DSN 493-5802) Transportation Crosstell Conference File section. You can also get a copy by contacting your MAJCOM POC (listed on page 6). The crosstell you originate has to be an action that has had some results, positive or negative. Once you complete the crosstell form (hard or

## THE TRANSFORMER

electronic copy) contact your MAJCOM POC for further directions. We encourage your participation and ask that you make copies of the "The TRANSFORMER" and the Transportation Crosstell Form, and distribute them throughout your unit.

## Aerial Port Operations

**Air Cargo Clearance Process.** During FY 1992, the DOD IG stated that the Services and DLA successfully challenged and downgraded cargo shipments from air to surface with a cost avoidance of \$49 million. However, improvements in the air cargo clearance process are still needed as approximately one third of the shipments to CONUS aerial ports arrive without preclearance from an ACA. USTRANSCOM sponsored a Process Action Team (PAT) comprised of representatives from the four Service Headquarters Staffs, the four ACAs, DLA, and HQ Air Mobility Command to improve the availability of prepositioned data at aerial ports when cargo arrives. The PAT worked to identify the critical few from the important many causes of "no hit" Advance Transportation Control and Movement Documents (ATCMDs). Some shippers simply are not submitting ATCMDs, errors are being made in preparation, communication gaps occur, absence of reliable bar code scanners at the APOEs results in manual data entry errors, and some vendors are not complying. The demise of LOGAIR and transfer of the Air Logistics Center depots to DLA, efforts to reduce inventory costs, and emphasis on expedited movement of materials have caused the APOEs to be flooded daily with small package express shipments. In the five months preceding mid-

October, 1994, 82% of Air Force shipments weighed 150 pounds or less, and 53% weighed 10 pounds or less. The PAT defined the problem, identified possible causes, and validated the causes before recommending corrective action. Near term solutions in work include increasing the time ATCMD data is held at the APOE from the estimated arrival date plus 4 days to ETA plus 30 days, expediting fielding and use of reliable bar code scanners at the APOEs, and simultaneous transmission of cleared ATCMDs from the ACAs to the APOE and to HQ AMC. The largest increase in the quantity of ATCMDs will be the submission of ATCMDs by DLA depots for shipments weighing 150 pounds or less. Mr John Ware, HQ USAF/LGTT, 227-4742.

**AFJMAN 24-204.** The new joint manual, "Preparing Hazardous Materials for Military Air Shipments," which replaces the old **AFR 71-4**, went to the print shop on 1 December 1994. Look for distribution during the first part of January, 1995. Special thanks to Duane Pfund (AFMC-LSO/LGTP) for the expertise and perseverance in seeing this project all the way through. Dr Jim Murphy, HQ USAF/LGTT, 227-4742.

## TRAFFIC MANAGEMENT

**Personal Property Initiatives (Code 3 Household Goods Shipments).** HQ MTMC is developing a new mode of shipment called "Code 3." It is a mixture of Code 4 and Code 5 procedures. The basic difference is that the carrier will make all arrangements as is now done for Code 4 shipments except that the carrier will procure the over-ocean movement with the ocean lines using the MSC tariff

rates. Many details still remain to be worked out but a test is planned for household goods shipments between the CONUS and Korea, Japan, and Okinawa effective with the international summer (IS95) rate cycle that commences on 1 April 1995. The TMOs will be provided with appropriate cost comparison data in order to make a selection of the lowest cost carrier. More information to follow via MTMC AIG messages. Mr Curt Harrington, HQ USAF/LGTT, 227-1078.

### Development of Defense Transportation Regulation (DTR) for Personal Property.

USTRANSCOM plans on beginning the development of the DTR volume for personal property on 20 March 1995. It will incorporate the current DOD 4500.34R procedures and the operational procedures contained in Service regulations. The goal is to standardize and streamline the procedures for the shipment and/or storage of household goods. Five Air Force representatives from Installation, MAJCOM, and Headquarters levels will participate in the rewrite effort. The initiative will commence with a workshop at Scott AFB, IL during the period 20 March to 7 April 1995. Mr Ron Dandeneau, HQ USAF/LGTT, 227-1078.

### Aviano Household Goods Test.

The Air Force is currently conducting a test to determine if it is cost effective to ship household goods shipments to Aviano AB, Italy at the time of the member's PCS move when dependent travel is delayed for less than 20 weeks. Shipment of the household goods is in lieu of placing them in nontemporary storage at origin pending dependent travel authorization. These procedures have already been tested successfully for shipments to Misawa AB, Japan, and Keflavik AB, Iceland. The Aviano test will

be conducted for one year (November 1994 - November 1995). All installations should have received detailed instructions in HQ USAF/LGTT/DPPC message 172200Z Nov 94. The key to successful completion of the test is the forwarding of all information requested in our message (Part 2) from origin Transportation Offices to JPPSO-SAT/ECAF. Without this information, we will not be able to determine whether or not adequate savings are being realized. Please help us realize our goals of increased customer service and reduced funds expenditures. Maj Bob King, HQ USAF/LGTT, 227-1078.

**Use of Government Aircraft.** We have received and are currently reviewing inputs to the government aircraft and air travel use procedures that were issued as the result of the SECDEF Memo of 10 June 1994. A few minor changes are being made to the airlift request forms and the new forms should make it easier for travelers and validators when requesting military air for TDY travel. Mr Ted Grier, HQ USAF/LGTT, 227-9560.

**Commercial Travel Offices.** The final touches are being scrubbed on the standard Air Force Statements-of-Work (SOW) for the Commercial Travel Offices (CTOs). We will be mailing a disk to each MAJCOM during the first part of January, 1995. Mr Jim Bundy, HQ USAF/LGTT, 227-9560.

**DOD 4515.13R.** The long awaited rewrite of this regulation, "Air Transportation Eligibility," has been completed. OAUUSD also advises that coordination has been completed and that it is now at Publications on its way to the printers. They estimate 30 days once the printers receive it. Make sure you are on distribution for this

publication. Mr Jim Bundy, HQ USAF/LGTT, 227-9560.

**Defense Transportation Tracking Service.** In 1994, Air Force shippers used satellite monitoring 9500 times for the highway movement of hazardous materials. That's nearly 16% of the total for all the services and DLA. Right now, we are working on an emergency response plan for twelve brand new railcars we will be using to transport toxic fuels. The plan includes putting a solar-powered transmitter on each car. We are also looking at the DTTS to be the logical focal point for Safe Haven information and guidance. Dr Jim Murphy, HQ USAF/LGTT, 227-4742.

**Termination of Project Cool Barge.** After nearly 40 years of providing cargo support to Air Force sites in Alaska, Project Cool Barge will cease operations following the 1995 shipping season. The commercial tug and barge, door-to-door sealift operation annually delivers materiel to approximately 120 DOD and other government agency sites during the ice-free months. The Defense Transportation System will assume responsibility for Air Force dry cargo movements to Alaska using a combination of commercial and military sealift and airlift. Mr Tom Spade, HQ USAF/LGTT, 227-4742.

**Customs Update.** US Customs is presently phasing out their overseas personnel. However, this does not change DOD customs and entry requirements. AFI 24-201 Customs Europe, AFI 24-202 Customs Pacific, AFI 24-203 Customs Southern, and AFI 24-204 Customs Domestic have been published and distributed. These AFIs are to be complied with when working customs issues. Mr Ted Grier, HQ USAF/LGTT, 227-9560.

**Hail and Farewell.** CMSgt Randy Teske is on terminal leave and will retire 1 February 1995. We wish him the very best as he transitions to civilian life and a new career. Our transporters will miss his leadership. CMSgt Larry Kelly from HQ AMC will be reporting in mid-January, 1995.

## VEHICLE MAINTENANCE

**Deferred Work Orders on Safety Related Items.** I recently visited a base where they opened deferred work orders on tires. They did this to get the vehicles back to the user as quickly as possible. However, in doing so, they created a safety problem by putting vehicles back on the road with unserviceable tires. The lesson learned here was that MC & A and Material Control should ensure no deferred work orders are opened for safety related discrepancies. The vehicle should be parked until the part is replaced. SMSgt Jim McMahon, 162 FG/LGTM, 924-6348, Tucson ANG, AZ, AETC.

**Equipment Task Breakdowns.** Our Vehicle Maintenance and Operations Training Manager developed task breakdown outlines on all equipment in our shops. These task breakdown folders are used as training tools to ensure all mechanics and operators receive mirror-image training on all equipment and eliminates the possibility of missing critical training steps. The potential for missing critical training steps is eliminated and thereby improving safety and job knowledge. SMSgt Jim McMahon, 162 FG/LGTM, 924-6348, Tucson ANG, AZ, AETC.

**Computer Spreadsheets in Vehicle Maintenance.** Our computer "guru" developed several

spreadsheets on our computer to help track recurring, mundane tasks. They track items such as Blanket Purchase Agreement fund status, work order residue availability, and ancillary training needs. This is a great way to reduce "stubby pencil" exercises and enhance your overall operation. Reduces time dedicated to recurring tasks, saves money, and nearly eliminates the potential for error. SMSgt Jim McMahon, 162 FG/LGTM, 924-6348, Tucson ANG, AZ, AETC.

## VEHICLE OPERATIONS

**Invalid Vehicle Leases..** At one base I inspected, the CE commander leased a Ford Bronco from GSA without a valid lease authorization. Although the Chief of Transportation was aware of the lease, he did not elevate the problem high enough in his chain of command to have it resolved. Fleet management was taken "out of the loop" on vehicle leases resulting in the unnecessary expenditure of wing O&M funds. Capt Monte J. Murphy, HQ AETC/IGISL, 487-4277, Randolph AFB, TX, AETC.

## COMBAT READINESS & RESOURCES

**Maximizing ACL.** During a recent ORI, a unit failed to maximize the ACL given them in the airflow message. Instead, they used planning factor weights they had always used for exercises. Since many aircraft are weight-restricted, it is important to practice various ACLs in preparation for real world taskings. Failure to maximize ACLs could result in over or under utilizing airframes. Captain Monte Murphy, HQ AETC/IGISL, 487-4277, Randolph AFB, TX, AETC.

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